



# ST. CATHARINES ROWING CLUB



## EMERGENCY ACTION PLAN

# DIAL 9-1-1 FOR ALL EMERGENCIES

### BOATHOUSE ADDRESS for EMS

Henley Island Boathouse  
Henley Island Drive  
St. Catharines

Immediately after calling EMS, contact a representative of the St. Catharines Rowing Club using the list below, starting with the Head Coach. If the individual does not answer, proceed down the list to the next contact.

<u>Position</u>	<u>Name</u>	<u>Phone #</u>
Head Coach	Greg Szybka	604-716-5165
VP Rowing	Jacob Thomas	905-323-5319
Club President	Dave Derry	905-941-0710
VP Finance	Brian Fisher	905-328-9077

### ON-SITE AVAILABLE MEDICAL EQUIPMENT

#### FIRST AID SUPPLIES:

- located in Bay 11 workshop, Parts Room on the far wall, attached to the cage door
- on RACE DAYS ONLY, located in the Medical Building, south of Bay 1

#### DEFIBRILLATOR:

- located at the Control Commission booth, on the north side of the outside wall. (In place until winter freeze up.)
- on RACE DAYS ONLY, located in the Medical Building, south of Bay 1

## **NON-EMERGENCY MEDICAL CARE: TRANSPORT OF INJURED PERSONS**

No matter how insignificant an injury may appear, driving an injured person off-site to a medical clinic carries MEDICAL RISK to the injured person(s) and LIABILITY to the driver. For situations of NON-EMERGENCY MEDICAL INCIDENTS, have an immediate family member or legal guardian transport an injured person to a medical clinic. If not available, call for an ambulance for transport to a hospital.

Prompt Doc Urgent Care Clinic  532 Lake Street St. Catharines L2N 4H4 905-646-0015  Monday – Friday      9:00 a.m. to 5:00 p.m. Saturday & Sunday    8:00 a.m. to 1:00 p.m. Weekends & Holidays – call for availability	St. Catharines Marotta Family General Hospital  1200 Fourth Avenue St. Catharines L2S 0A9 905-378-4647  Emergency Room open 24/7
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## **ON-WATER EMERGENCY SITUATION**

In an emergency situation, such as a flipped boat in cold water:

- Stay with the boat. Use it as a flotation device
- Make a lot of noise to get the attention from everyone to come help
- Launch drivers, upon arrival, **turn off launch motor**, use the ladder attached to the bow of the launch to get as many athletes as safely possible into the launch
- Take the athletes to: shore/dock/nearest dry land or even a pylon
- Taking athletes to finish line dock, or pylon or shore is an option *if* others still in the water are in danger. Otherwise, take athletes to the main dock
- If hypothermia is a concern athletes should find dry clothing and remove wet clothing
- Call parents or emergency contacts so that athletes are looked after
- DO NOT concern yourself with the shell or oars until all the athletes are safely looked after

**DURING ALL ON-WATER EMERGENCIES, LAUNCH DRIVERS SHOULD DO THEIR BEST TO GET ATHLETES TO THE MAIN HENLEY ISLAND DOCK**

## **SEVERE WEATHER CONDITIONS & COURSE EVACUATIONS**

**IN THE CASE OF A SUDDEN SQUALL OR ELECTRICAL STORM, CREWS ARE TO HEAD TO THE NEAREST SAFE HAVEN AS SHOWN ON THE COURSE MAP LOCATED ON THE MOTOR SHED.**

**DURING A MASS EVACUATION OFF THE WATER, EVERYONE MUST ASSEMBLE AT BAYS 9 AND 10 (MUSTER STATION) AND REMAIN THERE UNTIL YOUR COACH AND/OR THE CHARGE PERSON DETERMINES THAT EVERYONE IS OFF THE WATER, ACCOUNTED FOR, AND SAFE.**

## **EAP ROLES AND RESPONSIBILITIES**

There are four key persons who take charge and exert control to ensure the safety of everyone:

### **CHARGE PERSON**

- Is the lead coach of the crew/athlete involved, until a more qualified first aider arrives (based on level of training/certification) Could be an EMS if that person is also a coach
- Checks for dangers to self and others
- Assesses the “ABC” of the person(s) and decides if advanced medical help is required  
ABC = **A**irway → **B**reathing → **C**irculation
- Ensures the injured person(s) is not moved until certain that no serious injury has occurred (as deemed by a medical professional), or immobilizes the individual in case of severe condition
- Directs the CALL PERSON to call 9-1-1 if required
- Performs any first aid that is required – based on their level of training
- Waits with the injured person until EMS arrives and stays with the injured person during transport to hospital if a family member or emergency contact is not yet on-site

### **CALL PERSON**

- Is a mature, responsible person that is nearby with a cell phone
- Calls 911 – if directed by the CHARGE PERSON
- Provides the 911 operator with information regarding: facility location, nature of the injury, and what, if any, first aid has been provided
- Stays on the phone with the 911 operator
- Remains with the CHARGE PERSON and injured person to update the 911 operator with any changes in the condition of the injured person and until EMS has arrived
- Calls the emergency contact(s) of the injured person(s)
- Calls the St. Catharines Rowing Club representative on the contact list on page 1 of the EAP

### **CONTROL PERSON**

- Is a mature, responsible person who can control a crowd
- Controls the crowd including athletes, coaches, spectators
- Recruits help at the scene if needed
- Assists the CHARGE PERSON as needed

### **COURSE PERSON**

- Mature, responsible person that can move quickly and efficiently
- Ensures access gate is unlocked so that EMS can access the compound
- If no key is available to unlock a gate, directs EMS to park at the entrance between the two boathouses
- Situates themselves at the Henley Island Bridge to direct EMS to the parking lot and compound

*Approved by the Board of Directors June 2, 2026*

*To be reviewed by the Board annually.*